

36 2-1

0 2 SEP 1988

MEMORANDUM FOR: Director of Scientific and Weapons Research
ATTENTION: Administrative Officer
FROM: John M. Ray
Director of Logistics
SUBJECT: Recent Building Services Branch Support

25X1
25X1 1. Recently, Building Services Branch moved your component into the New Headquarters Building. It is hoped that the services provided were performed at an acceptable level. Any comments from your Office are welcomed regarding any improvements to our system to better serve other Agency customers. Please forward any comments to either the undersigned, or the Deputy for Services, Facilities Management Division/OL, located in Room GG-15 Headquarters, or feel free to call the [redacted] the Deputy for Services, on secure line [redacted]

25X1 2. It was a pleasure to serve your component, and we look forward to supporting you in the future. [redacted]

25X1
John M. Ray

25X1
CONFIDENTIAL

SUBJECT: Recent Building Services Branch Support

25X1 OL/FMD/BSB [redacted] (31 Aug 88)
25X1 Retyped: O-DL:mgk/[redacted] (1 Sep 88)

Distribution:

Orig - Addressee
1 - OL Files
1 - C/FMD/OL
1 - D/Services
1 - BSB Official
1 - BSB Chrono